

Dear Venders,

Enclosed is the check list of pre-qualification for the designers companies of the WWTP at Policharkhi central Prison, this prequalification process will identify and shortlist suitably qualified design contractors capable of civil and WWTP engineering design, assessments, studies and construction works (following FAR part 15 @ www.acquisition.gov) with the necessary experiences, capabilities and technical resources to perform the work under INL-Engineering program. Only applicants who pre-qualify as direct sub-contractors will be invited to submit their proposals for this project. Applicants who do not qualify as direct sub-contractors may not be considered for work.

Pre-qualification Requirements for the WWTP Design Contractors
Check List

Description/ Questions	Yes	No	Remarks
A- Construction Capacity:			
1- Contractor firm over all past performance: does the contractor have a minimum of 8 years of experience in the field of construction vertical structures, city water supply system, waste water system and irrigation system. Etc. All implemented project list is attached or not? If yes, (the listed project, project start and end time, project location, budget, contact No, client info, performance evaluation and three references for each project is provided or not).)			
2- Minimum Wastewater Experience: Does the company successfully completed up to three similar and relevant constructions of WWTP projects yet? If yes, (complete info, project location, budget, contact No, contract duration, client info, performance evaluation and three references for each project is required to be provided).			
3- Technical Staff Qualification: Does your company have permanent professional engineering staff? (if yes vender shall provide complete info, CVs, staff names, their positions, roles and responsibilities, experiences, qualifications and abilities)			
4- Work Plan/ Schedule: What kind of PM software and method is being used for making the schedule for the construction project? Does your company was successful in project's schedule all the time?			
5- Personnel Qualification: Does your company have permanent skilled labors? (if yes vender shall provide complete info, CVs, labors names, their roles and responsibilities, experiences, qualifications and abilities)			
6- Certificates: Does the company have construction project completion certificates?			

7- Organizational Chart: Does contractor provide an organizational chart indicating roles and lines of authority? (Indicate project manager, senior engineer, senior design engineer)			
B- Design Capacity:			
1- Does your company have experiences in the design of vertical structures, city water supply or sewer system, large irrigation project design? (if answer is yes, vender shall provide complete info, project location, budget, contact No, client info, performance evaluation and three references for each project)			
2- Does your company have experiences in the design of WWTP? Minimum wastewater design and years of relevant experience? (if answer is yes, vender shall provide complete info, no of designed projects by your company, type of plant with name of designer, date, each project location, project capacity, budget, contact No, client info, performance evaluation and three references for each project).			
3- Do you have familiarity with all type of WWTP design? If yes names of types, date, location, contract no and client info			
4- Does your company currently have experienced engineering staff for the designing services (List of wastewater treatment system design engineers)? (if answer is yes, vender shall provide complete info of their design team)			
5- Did your company prepared SoW and estimation for construction projects?			
6- Does your company have some specific design software? (If the answer is yes, vender shall provide complete info, what type software you are using for the structural, mechanical and electrical design software?)			
7- Have your company received any certificates/ appreciation or acceptance letter to show the satisfaction of the client on your previous design jobs? (Provide proof?)			
C- Office and office equipment:			
1- Address of the contractor's offices proposed to manage the design engineering services?			
2- Does your company have effective organization chart? If yes provide a copy			
3- Organization's Resources, the availability of organization's resources to perform this contract? Please provide the list of your office equipment such as computers, printers, survey equipment and etc.....			